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DTR-3837

22 AUG 1969

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The Honorable Marshall Green
Assistant Secretary for East Asian
and Pacific Affairs
Department of State
Washington, D.C. 20520

Dear Marshall:

I want to confirm the invitation extended through your Office by telephone to be the Commencement Speaker for the Agency's Twenty-first Midcareer Class on Friday, 29 August 1969, between 2:00 p.m. and 3:30 p.m., in the USIB Conference Room here at Headquarters.

Your talk will take place on the final day of the six-weeks' course. We understand you have spoken on previous occasions on the changing picture in East Asia, and this subject or any other you might choose would be of interest to the class. We would suggest that following your formal presentation a portion of the time be reserved for student questions.

For your information, I am enclosing a description of the Midcareer Class. In case you desire any further assistance, I have asked [redacted] Chief of the Midcareer Course, to make himself available to help you in any way you might wish. His telephone number is Code 143, [redacted]
[redacted] and he will contact your Office prior to your visit here.

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Sincerely,

/S/
Richard Helms
Director

Enclosure

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The Midcareer Executive Development Course

The Midcareer Executive Development Course was established in the fall of 1963 by the then Director of Central Intelligence John McCone to provide promising officers from all parts of the Agency with the opportunity to widen their understanding of Management Practices, of the Agency and the Intelligence Community, and of the Government's concern with international and domestic affairs.

The Midcareer Course is a six-weeks' program. Originally given three times a year, it is now held four times a year, and it is in its 21st running. The present class has 35 Midcareerists, who come from all major components of the Agency. Slightly less than half the class come from the Clandestine Service, and the remainder come from the Intelligence Directorate, the Support Service, and the Scientific and Technological Directorate. Almost three quarters of the class have had overseas experience--many for extended periods.

The Midcareerists have averaged 13 years of Agency service. About two-thirds are in the GS-13 grade level, almost one third in the GS-14 level, with a couple of students in the GS-15 level. The average age of the class is 40.

ORIGINAT

Hugh T. Cunningham
Director of Training

20 AUG 1969

Date

CONCUR:

SIGNED R. L. Bannerman
R. L. Bannerman
Deputy Director
for Support

21 AUG 1969

Date

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